



## Wyoming Department of Education

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### MEMORANDUM NO. 2009-167

**TO:** School District Superintendents  
School Principals

**FROM:** Shannon Cranmore  
Data Analyst/EDEN Coordinator  
Technology, Careers, and Data

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**DATE:** October 16, 2009

**SUBJECT:** Data Collection Forum

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### INFORMATION TO SHARE

The next Data Collection Forum Meeting is scheduled for **Wednesday October 28, 2009 from 3:30-5:00 pm** via the WEN Video. The purpose of this meeting is to discuss the **WDE636 WISE Report of Students Disciplinary Actions and Crime and Violence Incidents**. We will also discuss **data collection and reporting through the Wyoming Education Fusion portal**. The agenda for this meeting is as follows:

#### Data Collection Forum Meeting Agenda for October 28, 2009 3:30-5:00 pm

- 3:30-3:35 Welcome and Introductions
- 3:35-4:05 WDE636 WISE Report of Students Disciplinary Actions and Crime and Violence Incidents
  - Wyoming State Legislature – Safe Schools Climate Act
  - Prohibiting harassment, bullying and intimidation
  - Student action element updates/changes
  - Incident element updates/changes
  - Questions
- 4:05-4:45 Wyoming Education Fusion Portal
  - Where are the collections located on the Wyoming Education Fusion portal?
    - \* Review of Fusion rights
  - Overview of five collections submitted through the Wyoming Education Fusion portal

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- WDE103-Reimbursable Pupil Transportation Expenditures Report
  - \* WDE401-Reimbursable Special Education Fall Snapshot
  - \* WDE608-School Information Update Form
  - \* WDE609-School District Program Contacts
  - \* WDE679-College Achievement of Prior Year Wyoming Graduates
- Reports/Information Accessible on the WDE Fusion Portal
  - \* WDE602/652-WISE School District Staff Member Collection
  - \* WDE684-WISE Certified Teacher/Course/Student (TCS)
  - \* Student Level PAWS and AYP
  - \* Public Information (dropouts, enrollment, Hathaway Scholarship)

4:45-5:00 Questions

'Hot Topics'

- Hot Topics will be on the agenda for every Data Collection Forum Meeting. During this time, districts will be given the opportunity to give input and ideas on specific data related items they would like the Data Collection Forum to address at future meetings. These items will not be discussed and questions will not be answered during this time frame.

This meeting is open to all school and district staff. Please encourage those that are responsible for collecting and reporting data to attend. The WDE recommends that each district have at least one representative at this meeting.

For more information on the Data Collection Forum, please view Superintendent's Memo # 2007-109 dated August 14, 2009.

If you are interested in joining this meeting, please contact your local WEN video scheduler to sign up your site.

If you have any questions about the Data Collection Forum or this meeting, please contact Shannon Cranmore at [scrannm@educ.state.wy.us](mailto:scrannm@educ.state.wy.us) or 307-777-6245.

SC:tw